United Nations A/AC.257/7

General Assembly

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Preparatory Committee for the High-level International Intergovernmental Event on Financing for Development
First session
31 May-2 June 2000
Item 1 of the provisional agenda
Adoption of the agenda

Provisional agenda for the first session of the Preparatory Committee

1. Adoption of the agenda.
2. Preparation for the substantive preparatory process and the high-level international event.
3. Adoption of the report of the Preparatory Committee.

Annotations

1. Adoption of the agenda

The provisional agenda for the first session of the Preparatory Committee for the High-level International Intergovernmental Event on Financing for Development has been drawn up on the basis of General Assembly resolution 54/196 of 22 December 1999 and draft resolution A/AC.257/L.1/Rev.1 adopted by the Preparatory Committee on 31 March 2000.

2. Preparation for the substantive preparatory process and the high-level international event

At its fifty-fourth session, the General Assembly decided that the resumed organizational session of the Preparatory Committee should be held no later than March 2000 and the first substantive session of the Preparatory Committee should be held in May 2000. On the basis of the outcome of the organizational session, the Preparatory Committee would consider one or more of the following questions:

(a) The form of the final event, including the possibility of a summit, international conference, special session of the General Assembly or other high-level international intergovernmental forum on financing for development;

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(b) The venue of the final event;

(c) The timing, duration and format of the final event;

(d) Clarification of the agenda;

(e) Modalities for the participation of institutional stakeholders in both the preparatory process and the high-level intergovernmental event;

(f) Modalities for the participation of other stakeholders, notably non-governmental organizations and the private sector, in both the preparatory process and the high-level intergovernmental event;

(g) The programme of work of the Preparatory Committee.

3. Adoption of the report of the Preparatory Committee

The report of the Preparatory Committee will cover the work of the Committee at its organizational and first sessions.

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General Assembly

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Preparatory Committee for the High-level International Intergovernmental Event on Financing for Development
Resumed organizational session
30 May 2000
Items 3 and 4 of the provisional agenda*

Consultations of the Bureau of the Preparatory Committee with all relevant stakeholders on the modalities of their participation, including the possibility of creating a joint task force, in both the substantive preparatory process and the high-level international event

Preparation for the substantive preparatory process and the high-level international event

Preparations for the substantive preparatory process and the high-level international event

Second report of the Bureau of the Preparatory Committee

1. The report presented by the Bureau of the Preparatory Committee for the High-Level International Intergovernmental Event on Financing for Development at the Preparatory Committee's resumed organizational session held beginning 27 March 2000 (A/AC.257/6) contained its initial ideas on the modalities of participation of all relevant stakeholders in the financing for development process. It mentioned, however, that not all aspects of the consultation process could be covered in the short time between the conclusion of the Preparatory Committee's organizational session and its first resumed organizational session.

2. In light of this, and in view of the content of the draft resolution of the Preparatory Committee recommended on 31 March 2000 for adoption by the General Assembly (A/AC.257/L.1/Rev.1), it was agreed that the Bureau should continue consultations intensively with the institutional stakeholders indicated in paragraph 11 (e) (i) of Assembly resolution 54/196 on modalities for their participation and to report to the Preparatory Committee thereon as soon as possible.

World Bank

3. The Preparatory Committee has approved proposals regarding modalities for a three-tiered participation of the World Bank in the financing for development process. However, in its draft resolution the Preparatory Committee requested the Bureau to seek clarification of some aspects of these modalities and to convey to the World Bank its desire that the Bank would participate actively in the Preparatory Committee. This was achieved through an interchange

* A/AC.257/3/Rev.1

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of letters between the Co-Chairmen of the Preparatory Committee and the Managing Director of the World Bank (see annex I).

International Monetary Fund

4. In its previous report, the Bureau indicated that consultations with the International Monetary Fund (IMF) were being vigorously pursued and that the Acting Managing Director of IMF had informed the Co-Chairs that its Executive Board was being consulted on the matter and on the possibility of arranging for a meeting of the Board with the Bureau.

5. Following up on this, the two Co-Chairmen traveled to Washington, D.C., on 4 May to attend a working lunch hosted by the Deputy Managing Director of the Fund, Eduardo Aninat. This meeting too proved to be very useful and constructive, and the Deputy Managing Director offered all his help with respect to bringing the matter to the attention of the Executive Board and trying to arrange for a Board-Bureau meeting as soon as possible. The Co-Chairmen also had a courtesy meeting with the new Managing Director of IMF, Horst Köhler, at which he indicated his interest in the financing for development process and his hope of continuing to engage the Fund more closely in the work of the United Nations in general, and of cooperation for development in particular.

6. The above notwithstanding, it has not yet been possible to arrange the desired meeting between the Bureau and the Executive Board of IMF, at which a discussion on possible modalities for participation of the Fund in the financing for development process would take place. The Bureau was informed that this was due mostly to scheduling problems on the part of the Fund, which has recently been faced with particularly heavy work in connection with the spring meetings and the arrival of the new Managing Director.

World Trade Organization

7. The Bureau traveled to Geneva on 19 May 2000 to participate in an informal meeting at the headquarters of the World Trade Organization with permanent representatives to the World Trade Organization and senior officials of the World Trade Organization Secretariat. The three-hour meeting was chaired by Ambassador Kare Bryn of Norway, Chairman of the World Trade Organization General Council, and attended by over 100 delegates from the Geneva missions of the members States to the World Trade Organization. The discussion and dialogue, which took place in a very frank, open and friendly atmosphere, were characterized by all those involved as having proved extremely useful and productive and as having led to a greater understanding and appreciation of each other's perspectives. Many delegates to the World Trade Organization expressed not only a strong interest in the United Nations financing for development initiative, but also a belief that the financing for development process should input in many positive ways in forthcoming discussions on various issues at the World Trade Organization.

8. On the specific issue of design of modalities for an intergovernmental participation of the World Trade Organization in the financing for development process, most speakers were of the view that the matter required further study and consideration on the part of World Trade Organization members, especially given the sui generis, contractual nature of the organization. It was suggested that the issue be referred to the World Trade Organization Committee on Trade and Development which would report back to the General Council with recommendations. Regardless of what modality is set up, it was strongly felt that World Trade Organization delegations should follow closely the financing for development process and that an interchange with the United Nations exercise should consist of a mutually reinforcing, two-way process.

9. The secretariat of the World Trade Organization was equally committed to involving itself in the financing for development initiative and, pending an agreement on modalities, indicated that it would plan on accrediting a delegation of secretariat officials to participate in the forthcoming sessions of the Preparatory Committee. Although the World Trade Organization secretariat did indicate that owing to financial considerations it might not be in a position to consider full-time secondment of staff to the New York Co-ordinating Secretariat, the World Trade Organization secretariat also expressed interest in interacting and staying in close touch with the New York co-ordinating secretariat and the willingness to do so.

United Nations Conference on Trade and Development (UNCTAD)

10. While in Geneva, on 19 May, the Bureau took the opportunity to have an in-depth exchange of views with the Chairman and other members of the United Nations Conference on Trade and Development (UNCTAD) Trade and Development Board on how UNCTAD could best further facilitate and enrich the process of financing for development. The Secretary-General, Deputy Secretary-General and other senior officials in the UNCTAD secretariat were also present. The important role of UNCTAD in assisting developing countries in preparing for the financing for development deliberations and in organizing the forthcoming consultations to be held at the regional level, was also highlighted in the discussion.

Other stakeholders

11. In Geneva, the Bureau also met with a representation of high-level secretariat officials at the World Intellectual Property Organization, (WIPO) who expressed an interest in following closely developments in the financing for development process and their disposition to provide any information or support required by the Preparatory Committee.

12. As far as non-governmental organizations were concerned, the receipt of registration applications of non-governmental organizations not already in consultative status with the Economic and Social Council was begun on 3 April, following corresponding decisions taken by the Preparatory Committee at its resumed organizational session on 31 March. These applications will be referred to the membership of the Preparatory Committee by the Bureau once a sufficient number have been received and processed by the coordinating secretariat.

13. The Preparatory Committee also requested the Bureau to report on possible proposals and recommendations for additional modalities for participation of the private sector. The coordinating secretariat has begun the work of categorization and drawing up of lists of the different types of private sector stakeholders with a view to organizing the "hearings" that are to take place in the last quarter of this year. The Bureau intends to consider in due course other possible modalities for participation and involvement of the private sector in the financing for development process.

Form, venue, timing, duration and format of the final event

14. The Preparatory Committee, in draft resolution A/AC.257/L.1/Rev.1, operative paragraph 5, requested the Bureau to make recommendations to the Preparatory Committee at its resumed organizational session on the form, venue, timing, duration and format of the final event and on the programme of work of the Preparatory Committee (corresponding to paragraph 11 (a), (b), (c) and (g) of General Assembly resolution 54/196).

Form

15. The report of the Ad Hoc Open-ended Working Group of the General Assembly on Financing for Development[1] states in paragraph 20 (a) and (b) that the final event should be a high-level intergovernmental event of political decision makers, at least at the ministerial level, and that it should attract the attention of diverse national departments and ministries, for example, of finance, commerce, development, foreign affairs and so forth. In paragraph 20 (f) the same report calls for a self-standing event, linked with the Assembly. In addressing this issue, many delegations have indicated their view that, in order to confer upon it the desired status and political visibility, the final event should consist of a self-standing international conference, convened by the United Nations.

Venue

16. With regard to the possible venues for the final event, a letter was addressed by the Co-Chairman, on behalf of the Preparatory Committee, to all the Permanent Missions to the United Nations, seeking their views and any proposals on the matter. One reply has been received so far, from the Permanent Representative of Kenya to the United Nations, dated 1 May 2000 (annex II), in which he indicates that Kenya hosts the only United Nations office in the developing world, that Kenya feels that it would be most appropriate for the high-level conference to be held in Nairobi, and that Kenya would be grateful if the United Nations Office at Nairobi was considered a venue for the conference.

Timing

17. Although the issue of timing is of course closely linked to that of venue, the Bureau nonetheless wishes to note that, in order for the final event to take place, as requested by the General Assembly, in the year 2001, it should be scheduled for some time before the end of the first semester of the year. After the month of June, the calendar of United Nations activities becomes crowded.

Duration

18. With regard to duration, the report of the Ad Hoc Open-ended Working Group of the General Assembly on financing for development recommends in paragraph 20 (f) and (g) that the final event should include a high-level (ministerial) segment of three-to-four days' duration and that this segment should be preceded by an effective and participatory preparatory stage. If the preparatory stage, which could be at the level of senior officials, were to have a length of five days, the whole final event would encompass an eight-to-nine-day period.

Format

19. The Bureau has already recommended in its first report (A/AC.257/6), based on the recommendations of the Ad Hoc Open-ended Working Group of the General Assembly on Financing for Development and the relevant Assembly resolutions, that the final event should be a meeting of the Member States of the United Nations, to which observer States would be invited (para. 4) and that all decisions to be taken by the high-level event and the Preparatory Committee would be the decisions of States (ibid.) This notwithstanding, the Bureau also recommends that ways and means continue to be designed to ensure — as was also recommended by the Ad Hoc Open ended Working Group — that both the final event and the preparatory process involve the participation by all relevant stakeholders and that both the event and process have a high level of public and media visibility and public awareness.

Programme of work of the Preparatory Committee

20. The Preparatory Committee has already decided to hold its second substantive session of two weeks' duration in the first quarter of 2001 and its third substantive session of two weeks' duration in the second quarter of 2001, at United Nations Headquarters. It has also decided on the holding of regional preparatory meetings and of hearings with the private sector and non-governmental organization communities, in the second semester of 2000, which should contribute to the overall substantive preparation of the final event.

21. Although the definitive dates for the above have not yet been set, work is being pursued on all these matters, particularly by the financing for development coordinating secretariat. The Secretary-General will present a separate note to the Preparatory Committee reporting on this work, *inter alia*, on initial arrangements for preparation of the substantive documentation to be submitted to the sessions in 2001 of the Preparatory Committee.

Clarification of the agenda

22. The Preparatory Committee, in operative paragraph 6 of its draft resolution, requested the Bureau to make arrangements for open-ended informal consultations on paragraph 11 (d) of General Assembly resolution 54/196 (clarification of the agenda), before the convening of the substantive session. These consultations were held from 10 to 12 May, at which time, after a rich discussion in which delegations were able to express their views on the matter, a "facilitator" was appointed to continue the work, through informal-informal consultations. The report of the Facilitator, Mauricio Escanero (Mexico), will be presented directly to the Preparatory Committee at its second resumed organizational session and the Bureau recommends that the task of clarifying, and agreeing on, the agenda be pursued and completed in the context of the first substantive session, to be held beginning 31 May.

Notes

[1] *Official Records of the General Assembly, Fifty-fourth Session, Supplement No. 28* (A/54/28).

Annex I

Interchange of letters between the Co-Chairman of the Preparatory Committee and the Managing Director of the World Bank

PREPARATORY COMMITTEE FOR THE HIGH-LEVEL INTERNATIONAL INTERGOVERNMENTAL EVENT ON FINANCING FOR DEVELOPMENT

c/o Executive Coordinator, Room DC2-2386, United Nations, NY 10017
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7 April 2000

Dear Mr. Sandstrøm, Sven,

I have the honour to enclose the text of the decision adopted by the Preparatory Committee last Friday 31 March. As you can see, the PrepCom welcomed the report presented by the Bureau on modalities for participation of relevant stakeholders in the Financing for Development process and approved the main proposals and recommendations contained in the report, including those relating to the participation of the World Bank as discussed with you and the Executive Board at our meetings on 15 March and referred to in the notes prepared by you and copied in the Bureau's own report.

With regard to the "three-tier consultative intergovernmental mechanism" and in view of the structural differences between our organizations, the Preparatory Committee requested us to seek further clarification on the nature and operationalization of tier (c), that is, the consultations that would take place between the Bureau and a senior-level Bank team to be designated from the Bank management and Staff. The Preparatory Committee understands that this modality of consultations is intended to be a complement and auxiliary support to the first official modality (direct Bureau to Board consultations) in order to "ensure regular and full collaboration, in recognition of the need to maintain a close ongoing relationship". We also understand that this senior-level Bank team would be fully empowered and mandated to act on behalf of the Bank's Executive Board and that it would be distinct and separate from the Bank staff team seconded to work with the coordinating secretariat.

The Preparatory Committee also asked us to convey to you its desire that the World Bank participate actively in the proceedings of the Preparatory Committee, to reinforce the impact of the cooperation envisaged under the proposed modalities. In this regard, Mr. Amar Battacharya's participation in last week's session was most productive and appreciated by the Committee.

With renewed thanks for your interest in this matter,

Yours sincerely,

Jørgen Bøjer

Mr. Sven Sandstrøm
Managing Director
World Bank

Vice-Chairpersons

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Permanent Mission of Thailand to the United Nations
351 East 52nd Street
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The World Bank
Washington, D.C. 20433
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SVEN SANDSTROM
Managing Director

April 19, 2000

H.E. Jørgen Bøjer
Ambassador and Co-Chair
Preparatory Committee for the High-Level
International Intergovernmental Event on
Financing for Development
c/o Executive Coordinator
Room DC2-2386
United Nations
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OUSG/DESA
MAY - 1 2000

By fax: (212) 963-1010

Dear Ambassador Bøjer,

Thank you for your letter of April 7, 2000, advising that the Preparatory Committee approved the main proposals and recommendations of the Bureau's report relating to the World Bank, based on the discussions last month in Washington.

You asked for further clarification on the role of the Bank's high-level team and its interactions with the Bureau. I would like to confirm that this modality of consultation is indeed intended to complement the direct Board-to-Bureau consultations in order to ensure regular and full collaboration with the Bureau. This team will be fully empowered and mandated by the Bank's Board and Management to carry out these discussions on the Bank's behalf.

I am pleased to inform you that Mr. Mats Karlsson, Vice President of U.N. Affairs, will be the focal point for the ongoing high-level consultations with the Bureau. We also welcome your invitation to participate actively in the Preparatory Committee, and see it as a key element in ensuring close collaboration and fostering ownership. Mr. Karlsson (or his designate) will represent the Bank at the three proposed sessions of the Preparatory Committee.

As is our normal practice, Mr. Karlsson will consult with the Board and its members as needed during the process. He will also draw on senior managers throughout the Bank, especially the Vice Presidencies for Poverty Reduction and Economic Management, Development Economics, Operational Policy, and Resource Mobilization.

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I am also pleased to inform you that the Bank is appointing Mr. Enrique Rueda-Sabater as the senior representative of the Bank for day to-day interaction with the secretariat that has been established for the high-level event. Mr. Rueda-Sabater has broad-based policy and operational experience in development finance and other key areas of relevance for the event. He will play the lead role in organizing the substantive work and input from the Bank and in representing the Bank's views in the regional and issues-based discussions that may be organized related to the event. He will also be able to provide the Bank's views on the substantive issues and agenda as needed during your informal discussions.

I trust that these arrangements will be acceptable to the Bureau and will provide the basis for us to move concretely forward.

With best regards,

Sincerely yours,

Sven Sandström

cc: H.E. Asda Jayanama, Co-Chair, Preparatory Committee
Mr. Andrei Bugrov, Dean, World Bank Board of Executive Directors

Annex II

Reply from the Permanent Representative of Kenya to the United Nations regarding the venue of the high-level event

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REF. NO KMUN/ECO/DVP/10

NO. 347/2000

1 May, 2000

Excellency

RE: PRELIMINARY DATA AND INFORMATION ON HOSTING A HIGH LEVEL INTER-GOVERNMENTAL EVENT ON FINANCING FOR DEVELOPMENT IN THE YEAR 2001

I acknowledge with thanks receipt of your letter dated 11 April, 2000 seeking views or proposals including possibilities for offers to host the high level Inter-Governmental Event on Financing for Development in the year 2001.

Kenya, as you are well aware, hosts the only U.N. Centre in the developing world. The subject itself is of great concern to developing countries. We feel that it would be most appropriate for the High Level Conference to be held in Nairobi. While we continue with our consultation on the matter, especially with regard to costs and other logistics, we would be grateful if the United Nations Centre in Nairobi, Kenya was considered as a venue for the Conference in 2001.

Yours Sincerely,

F.M. Kuindwa, EGH, EBS
Ambassador/Permanent Representative

H.E. Ambassador Asda Jayanama
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Preparatory Committee for the High-level International Intergovernmental Event on Financing for Development
Resumed organizational session
30 May 2000
Item 4 of the provisional agenda*
Preparation for the substantive preparatory process and the high-level international event

Programme of work

Note by the Secretary-General

Preparation for the regional consultations

1. In the draft resolution recommended by the Preparatory Committee at its resumed organizational session for adoption by the General Assembly (A/54/L.82), the Preparatory Committee approved the recommendation of its Bureau (A/AC.257/6, para. 11) that the regional commissions, in conjunction with the regional development banks and the United Nations Conference on Trade and Development (UNCTAD), organize consultations during the second half of 2000 on substantive matters before the Preparatory Committee. The Bureau had indicated in its report that the regional interactions with relevant stakeholders should be a proper component of the regional consultation process. The Bureau also suggested that the planning of the regional consultations be left to the aforementioned institutions, under the overall coordination of the financing for development coordinating secretariat in New York, which was to keep the Bureau informed about planned activities.

2. Since the last organizational session, the Bureau of the Preparatory Committee, in addition to the Secretariat, has met with the Executive Secretaries of the Regional Commissions. The Executive Secretaries on behalf of the regional commissions expressed their willingness to organize regional consultations on financing for development and to extend an invitation to the corresponding regional development banks to play a lead role in the organization of the regional consultations.

3. The Executive Secretaries also met with a subgroup of the Executive Committee on Economic and Social Affairs consisting of the Department of Economic and Social Affairs of the United Nations Secretariat, UNCTAD, the Economic Commission for Africa (ECA), the Economic Commission for Europe (ECE), the Economic Commission for Latin America and the Caribbean (ECLAC), the Economic and Social Commission for Asia and the Pacific (ESCAP), the Economic and Social Commission for Western Asia (ESCWA) and the United Nations Development Programme (UNDP) to discuss the preparations for the regional meetings. The financing for development coordinating secretariat has also had separate meetings with various regional commissions, UNCTAD and

* A/AC.257/3/Rev.1.

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other bodies to ensure an effective organization of the regional consultations.

4. Once the agenda for the international event is clarified, the regional meetings can be organized in accordance therewith, although it is understood that each regional meeting may evolve its agenda according to the region's specific particular interests and concerns. It has been stressed that the regional meetings should be seen as an integral part of the overall global process and their results will be treated as primary inputs into that process.

5. On participation of other institutional and non-institutional stakeholders in the regional meetings, it was noted by the Executive Secretaries that the meetings had to be short and focused in order to capture the attention of finance ministers and central bankers. It may be difficult to bring in too many other stakeholders in a meaningful way and consequently it was agreed that the focus should be on regional financial institutions including, besides the regional development banks, subregional financial entities as well as regional industry and business associations.

6. At the moment, arrangements are under way for an ESCAP meeting in August in Indonesia; an ECA meeting in November in Addis Ababa as part of the ECA meetings of Ministers of Finance and Trade; an ECLAC meeting in November in Colombia; and ECE and ESCWA meetings at dates and venues yet to be determined.

Preparation for the hearings

Hearings with non-governmental organizations

7. The Preparatory Committee accepted the Bureau's recommendation to hold a set of "hearings" with representatives of non-governmental organizations of two days' duration, consisting of morning and afternoon sessions in panel format. Tentative dates for these are 6 and 7 November 2000. The specific subjects for these hearings will be drawn from the financing for development agenda. It is expected that the participation will be welcomed of accredited non-governmental organization representatives, from, *inter alia*, the following broad categories: the academic and research community, foundations, religious organizations, trade unions, the media and other non-governmental organizations.

8. General participation in the financing for development process has been opened, according to the decision of the Preparatory Committee, to non-governmental organizations currently in consultative status with the Economic and Social Council and other non-governmental organizations are welcome to apply for ad hoc consultative status (see A/54/L.82, operative para. 2 (e)). It is expected that the non-governmental organizations that participate in the hearings will be drawn from one of these two categories.

9. The financing for development coordinating secretariat may also seek the assistance of "organizing partners", from among the non-governmental organization community, who can help in carrying out the preparatory and logistic work for the hearings. (A draft list of non-governmental organizations participants should be available by 1 October 2000).

10. Each session of the hearings will start with a 15-minute presentation by each of the participants, followed by possible 10-minute reactions from appointed delegation "commentators". The remaining time will be devoted to an interactive dialogue between non-governmental organization participants and governmental delegates, moderated by the Co-Chairmen of the Preparatory Committee, without a previously fixed list of speakers. United Nations agencies and intergovernmental organization representatives may also participate in the discussion.

11. A Co-Chairman's general summary of the hearings will be prepared to serve as an informal record of the key views expressed and proposals made in the hearings, reflecting the nature of the debate as accurately as possible. This summary will hopefully provide a useful reference for delegations in their official deliberations.

Hearings with the business sector

12. The Preparatory Committee also decided, upon the recommendation of the Bureau, to hold a two-day set of hearings with representatives of the business sector. Tentative dates for these hearings are 11 and 12 December 2000 and they also will comprise morning and afternoon sessions in panel format. The subject of the hearings would be defined by the financing for development agenda and the chairman of the hearings would prepare a summary of the views exchanged, similar to that for the non-governmental organization

hearings. This summary, besides being made available to delegations, will be taken into account by the Secretariat in the preparation of the documentation that will be presented to the future substantive sessions of the Preparatory Committee.

13. The coordinating secretariat, in consultation with the Bureau, would invite business representatives from the following broad categories to participate in the hearings: private banks (including investment banks, commercial banks, savings institutions and savings and loan associations), institutional investors (including pension funds, mutual funds, hedge funds, microfinance funds and venture capital companies), other market institutions (including markets, supervisory bodies and credit rating agencies), non-financial corporations, and business associations. Within each category, efforts will be made so that the "leading" institutions are selected to receive an invitation to the hearings, but other important criteria will also be taken into consideration, such as, for example, an adequate representation of business entities from developing countries.

14. Apart from the two-day set of hearings in December, the Preparatory Committee and the Bureau may also consider additional modalities of engaging with the private sector. For example, they could encourage private initiatives to organize public discussions on financing for development topics that could be attended by members of the Bureau and the Preparatory Committee. Likewise, side activities, involving the private sector (for example, panels, discussions) could be organized in parallel to the final event and during the sessions in 2001 of the Preparatory Committee.

Preparation of the official substantive documentation: intersecretariat issue-oriented working groups

15. To help prepare the substantive documentation that the Secretary-General intends to present to the Preparatory Committee, it is planned that there will be established four or five intersecretariat issue-oriented working groups, drawn from the staff of the organizations of the United Nations system and of other intergovernmental organizations that have offered to support the financing for development process. These working groups will be asked to help develop concrete, action-oriented policy proposals on the different issues that fall within the agenda to be agreed for the financing for development event. Each working group will be initially convoked in June/July 2000 by the Executive Coordinator of the financing for development secretariat and will be requested to submit its report before the end of the year. A member of each working group will be asked to serve as coordinator for the group, aided by an assistant-rapporteur.

16. Each working group should comprise a balanced selection of highly experienced experts in the relevant fields of inquiry. Likewise, each working group may, if appropriate, commission review papers on specific topics from consultants so as to establish a common background for its discussions, and also invite relevant experts from international organizations and civil society to provide inputs to its technical deliberations. The working groups would take into consideration the reports of the regional consultations and draw inputs from the hearings on financing for development that are to take place during the year.

17. Each working group would meet an average of once a month during the second semester of the year, before finalizing the texts to be brought back to the financing for development coordinating secretariat. The coordinating secretariat will then review and combine the reports of the various issue-oriented working groups and prepare a single coherent, comprehensive policy report for the consideration of the Preparatory Committee at its second substantive session in the first quarter of 2001. This policy report will be the main document submitted by the Secretary-General to the Preparatory Committee for the High-Level International Intergovernmental Event on Financing for Development and will mainly contain specific recommendations for decision and action, though it will also include short introductory analytical sections for each chapter and may be accompanied by supporting materials taken from the United Nations Organization's own work or supplied by the other institutions represented in the working groups.

18. As has been indicated, the Preparatory Committee will also have for its consideration the reports emanating from the regional meetings, the summaries of the hearings, and any other documents to be provided by accredited institutional and non-institutional stakeholders that wish to make substantive contributions to the financing for development preparatory process and final event. The Preparatory

Committee and the Bureau may wish to use some of these reports, in addition to the official policy report of the Secretary-General, in their substantive consultations with the major institutional stakeholders.

Dates for the 2001 substantive sessions of the Preparatory Committee

19. The Preparatory Committee has decided that its second substantive session should be held in the first quarter of 2001 and the third substantive session in the second quarter of 2001. Tentative dates that have been identified for these sessions are, respectively, 12 to 23 February and 2 to 12 April 2001.